Date

Name, Title  
School Name  
Street Address Or P.O. Box  
City, St 98504-0000

Dear Name of Business**,**

School Name is pleased to announce its participation in the Washington State GEAR UP program, a federal initiative that significantly impacts our community by increasing the number of low-income students who are prepared to enter and succeed in education and training after high school.

Education is the catalyst for families, communities, and businesses to thrive. Over three-quarters of job openings in Washington require some education beyond high school. School Name is fully committed to the GEAR UP program, as evidenced by our postsecondary enrollment and completion rate of Insert Data. Our goals are ambitious, and we are dedicated to increasing attainment over the next seven years of our GEAR UP grant.

As part of the Washington State GEAR UP program, we are increasing our efforts to engage and inform students and families about education opportunities after high school, ways to pay, and possible careers. We will host activities and events throughout the year that are both fun and informative.

BecauseBusiness Nameis a champion for our local community and students, we respectfully request a donation ofSuggested Donation/Service & Purpose. We really appreciate your continued support of our school, our students, and our families.

If you are able to assist us in this effort, **please get in touch with me by** Date**.**

Thank you!

Advisor's Name, Job Title, and Contact Information